

RENCANA PELAKSANAAN PEMBELAJARAN

Nama Sekolah : SMP N 1 Berbah
Mata Pelajaran : Bahasa Inggris
Kelas/ Semester : IX (Sembilan)/ 1
Jenis Teks : Teks lisan fungsional
Tema : *Personal letter*
Aspek/ Skill : Menulis (*Writing*)
Alokasi Waktu : 1 x 40 menit

A. Standar Kompetensi

6. Mengungkapkan makna dalam teks tulis fungsional dan esei pendek sederhana berbentuk procedure dan report untuk berinteraksi dalam kehidupan sehari-hari.

B. Kompetensi Dasar

6.1 Mengungkapkan makna dalam bentuk teks tulis fungsional pendek sederhana dengan menggunakan ragam bahasa tulis secara akurat, lancar dan berterima untuk berinteraksi dalam kehidupan sehari-hari.

C. Indikator Pencapaian:

1. Menyusun kalimat acak dalam teks fungsional pendek pendek berbentuk *personal letter*.
2. Menyusun teks *personal letter* berdasarkan formatnya .

D. Karakter siswa yang diharapkan:

1. Dapat dipercaya (*Trustworthiness*)
2. Rasa hormat dan perhatian (*Respect*)
3. Tekun (*Diligence*)
4. Tanggung jawab (*Responsibility*)
5. Berani (*Courage*)

E. Tujuan Pembelajaran

Pada akhir pembelajaran, siswa dapat:

1. Siswa dapat mengidentifikasi *language feature* dari teks *personal letter*.
2. Siswa dapat menulis kembali teks *personal letter* sesuai dengan teks *generic structure*.

A. Materi Pembelajaran

1. Fakta:

Jenis teks yang di ajarkan:Short functional teks personal letter.

Contoh teks:

1. An example of personal text:

52 A, DDA Flats,
Preet Vihar,
New Delhi – 110064

← Writer's address

(Leave a blank line)

June 2, 2010

← Date in correct format

(Leave a blank line)

Dear ABC,

← Salutation

I received a letter from your mother, yesterday and was saddened to know that you are not doing well in your new school.

Your class teacher had reported to your parents that you have become a part of a group of rowdy students. I have been told that apart from scoring poorly in all the subjects, you have been constantly bunking classes. I have always known you to be a sincere and hard-working student. Therefore, it goes without saying that I had never expected this from you. Your parents are extremely tensed about your performance.

I have assured them that given a chance, you would not let any one of us down. Keep your chin up and work hard. Let me know if you need any kind of help.

← Body

Your sister,

← Subscription

Priya

← Writer's Name

2. An example of personal text

221, NC Street

Hometown School

20th September 2011

Dear Mr. Rossini,

I want to thank you for allowing me to meet with you during your visit to Hometown High School this past week. I feel that your input about the College Hometown and about college in general is valuable information for me to use during my college career.

I have been a part of Hometown High School baseball team for three years and I look forward to be able to play baseball while I attend college. I have followed Hometown College baseball team for many years and admire their accomplishments, as well as the achievement of the overall exercise program.

With this in mind, I want to ask if there are scholarships for incoming freshmen want to play sports. If there is available, what are the requirements and how do I apply for them?

Sincerely,

Mark Roman

Questions:

1. Where does the writer's address?
2. Why does the writer say thank you to Mr. Rossini?
3. Who followed Hometown Baseball team?
4. What does the writer want to know?
5. I want to thank you for allowing me to meet with *you*....(Paragraph 1, line 1). You, refers to?

Answers:

1. In 221, NC Street, Hometown School.
2. Because he allowed the writer to meet with him during his visit to Hometown High School this past week.
3. The writer (Mark Roman).
4. Scholarships for incoming freshmen.
5. Mr. Rossini.

2.Konsep

- a. The definition of personal letter:

Personal letter is a type of letter (or informal composition) that usually concerns personal matters (rather than professional concerns) and is sent from one individual to another. (Richard Nordquist, Ph. D.)

- b. Explanation of the generic structure in personal letter:

1. **Your Address** All that is needed is your street address on the first line and the city, state and zip on the second line. (Not needed if the letter is printed on paper with a letterhead already on it.)

1. **Date** Put the date on which the letter was written in the format Month Day Year e.g. August 30, 2003. Skip a line between the date and the salutation.

2. **Salutation** Usually starts out with Dear so and so, or Hi so and so.
Note: There is a comma after the end of the salutation (you can use an exclamation point also if there is a need for some emphasis).

3. **Body** The body is where you write the content of the letter; the paragraphs should be single spaced with a skipped line between each paragraph. Skip 2 lines between the end of the body and the closing.

4. **Closing** Let the reader know that you are finished with your letter; usually ends with Sincerely, Sincerely yours, Thank you, and so on.
Note that there is a comma after the end of the closing and only the first word in the closing is capitalized.

5. **Signature** Your signature will go in this section, usually signed in black or blue ink with a pen. Skip a line after your signature and the P.S.
6. **P.S.** If you want to add anything additional to the letter you write a P.S. (post script) and the message after that. You can also add a P.P.S after that and a P.P.P.S. after that and so on.
- c. Fungsi Sosial Teks personal letter:
- To inform or share about the experience to other people which is so private.

3. Prinsip:

Language Focus:

Vocabulary:

Hometown: kota kediaman	Overall: secara keseluruhan
Valuable: berharga	Scholarship: beasiswa
Admire: mengagumi	Freshmen: siswa baru
Accomplishment: pencapaian, prestasi	Requirement: persyaratan

F. Metode Pembelajaran:

Scientific Approach Technique.

G. Langkah- langkah Kegiatan

No	Kegiatan	Deskripsi	Waktu
1	Pendahuluan	<ul style="list-style-type: none">- Guru memberi instruksi untuk berdoa- Guru mengecek kehadiran siswa- Guru menanyakan materi yang sebelumnya sudah dipelajari.- Guru memberikan gambaran mengenai materi yang akan dipelajari- Guru menyampaikan tujuan pembelajaran	5 menit

2	Kegiatan Inti	<p>Mengamati</p> <ul style="list-style-type: none">- Guru meminta siswa untuk memperhatikan/ mengamati teks yang telah diberikan.- Siswa membaca personal letter. <p>Menanya</p> <ul style="list-style-type: none">- Dengan bimbingan guru, siswa menanyakan aspek dari komponen yang belum diketahui. <p>Mengumpulkan informasi</p> <ul style="list-style-type: none">- Siswa, secara berpasangan, mengumpulkan informasi dengan cara menulis ungkapan- ungkapan dan susunan structure yang terdapat dalam surat pribadi tersebut. <p>Menalar/ mengasosiasi</p> <ul style="list-style-type: none">- Siswa membuat dan mengumpulkan list komponen surat pribadi (<i>personal letter</i>) dan ungkapan- ungkapannya. <p>Mengkomunikasikan</p> <ul style="list-style-type: none">- Dengan arahan guru, siswa menceritakan hal- hal yang sebaiknya disampaikan dalam surat pribadi.- Secara berpasangan, siswa mengerjakan tugas yang diberikan oleh guru yang berbentuk <i>jumbled sentences</i>.	30 menit
3	Penutup	<ul style="list-style-type: none">-Guru memberikan feedback-Guru memberikan refleksi pada siswa-Guru dan siswa bersama-sama membuat kesimpulan-Guru memberi tahu materi yang akan dipelajari selanjutnya	5 menit

H. Media, Alat, dan Sumber Pembelajaran

- a. Media : Proyektor, LCD, laptop/ computer
- b. Sumber Pembelajaran : Internet, buku pelajaran

I. Penilaian

a. Penilaian Afektif

Lembar penilaian: pendidikan budaya dan karakter

N	Nama	SKOR PENDIDIKAN KARAKTER	JUMLA	PREDIKA
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o		DENGAN RENTANG 1-4					H	T
		Religi us	Kom unika tif	Tang gungj awab	Kerja sama	Akti f		
1		3	4	4	4	3	18	A (18)
2								
3								
4								
5								
6								

Kriteria Penilaian : Jumlah Skor	Predikat
17-20	A
13-16	B
9-12	C
1-8	D

- Keterangan:
- Skor 4 apabila 4 unsur predikat terpenuhi.
 - Skor 3 apabila 3 unsur predikat terpenuhi.
 - Skor 2 apabila 2 unsur predikat terpenuhi.
 - Skor 1 apabila 1 unsur predikat terpenuhi.

Unsur- unsur dalam karakter:

1. Jujur:

- Mengakui hal apa adanya
- Bekerja mandiri
- Tidak menyontek
- Menyelesaikan tugas tepat waktu

2. Komunikatif:

- Aktif bertanya kepada guru
- Aktif menjawab pertanyaan guru
- Berkomunikasi dengan ramah dan sopan
- Bertindak dengan demokratis

3. Rasa Ingin Tahu:

- a. Memperhatikan penjelasan guru
- b. Aktif bertanya
- c. Aktif mencatat dan menulis
- d. Aktif mengerjakan tugas

4. Kreatif

- a. Mengerjakan tugas berbeda dari umumnya
- b. Selalu bertanya jawab
- c. Sering mengajukan usulan/ masukan
- d. Inovatif

5. Tanggung Jawab

- a. Menyelesaikan tugas secara mandiri
- b. Melaksanakan kewajiban sesuai perannya
- c. Menjaga kelas kondusif dalam proses belajar mengajar
- d. Melaksanakan piket kelas

Catatan: Predikat ditulis dengan jumlah skor perolehan, misalnya A (19) agar mudah direkap oleh guru PKn dan Agama.

b. Penilaian Post Test

- a) Teknik : Tertulis
- b) Bentuk : Rewrite jumbled sentences
- c) Kisi- kisi : siswa secara berpasangan, menulis kalimat yang sudah disediakan untuk menyusun kalimat menjadi sebuah personal letter dengan susunan yang baik dan benar.
- d)

NO	Kompetensi Dasar	Materi	Indikator Soal	Bentuk Soal	Jml Soal	No soal
1	6.1 Mengungkapkan makna dalam bentuk teks tulis fungsional pendek sederhana dengan menggunakan ragam bahasa tulis	Personal Letter	1. Menyusun kaimat acak dalam teks fungsional	Jumbled sentence	1	1

	secra akurat, ancar dan berterima untuk berinteraksi dalam kehidupan kontes sehari-hari.		pendek pendek berbentuk <i>personal letter.</i> 2. Menyusun teks <i>personal letter</i> berdasarkan formatnya .			
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e) Instrument :
Rewrite the following jumbled sentences into a good invitation with your partner.

1. I'll see you again my friend.
2. Dear Sam,
3. Ashley Kalinski
1754 Orange Street
FULL ARTON SA 5053
4. Sam, how are you today? I hope you're okay.
5. 12 January 2014
6. I want to tell you about my birthday.
7. Because the shoes are so beautiful, I always want to wear it.
8. At that point I got really good shoes gift from my father. When the evening, I wear shoes and bring sleep. The shoes I wear to the school directly.
9. Your Best Friend,
Amy
10. I hope you will also get a gift you want on your birthday later. Maybe that's all I can tell you.

f) **Kunci Jawaban**
Ashley Kalinski
1754 Orange Street
FULL ARTON SA 5053
12 January 2014
Dear Sam,

Amy, how are you today? I hope you're okay.
I want to tell you about my birthday.
At that point I got really good shoes gift from my father. When the evening, I wear shoes and bring sleep. The shoes I wear to the school directly.
Because the shoes are so beautiful, I always want to wear it.
I hope you will also get a gift you want on your birthday later. Maybe that's all I can tell you.
I'll see you again my friend.

Your Best Friend,

Amy

Pedoman Penilaian:

1. Untuk tiap nomor, tiap jawaban benar skor 1
2. Jumlah skor maksimal $10 \times 1 = 10$
3. Nilai maksimal = 10
4. Nilai siswa = jumlah jawaban yang benar.

Mengetahui:
Guru Pembimbing

Berbah, 18 Agustus 2016
Mahasiswa PPL Bahasa Inggris

Ellia Cahyaningtyas, S. Pd.
NIP. 19650914 198703 2 006

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PROGRAM REMEDI PEMBELAJARAN

Mapel : Bahasa Inggris
Kelas / Sem : IX / Ganjil
Ulangan Harian Ke : 1
Program Remidi :

- 1) Bagi peserta didik yang belum tuntas nilai ulangan hariannya (Nilai kurang dari 75) diadakan remidi
- 2) Bentuk remidi disesuaikan dengan materi yang telah disajikan dan berdasarkan Analisis Hasil Ulangan Harian yang belum memenuhi KKM
- 3) Peserta didik dinyatakan tuntas jika nilai remidinya sesuai batas KKM (75)

SOAL - SOAL TEST REMIDI

KD 6.1

1. Penilaian Kognitif

- a) Teknik : Tertulis
- b) Bentuk : Rewrite jumbled sentences
- c) Kisi- kisi : siswa secara berpasangan, menulis kalimat yang sudah disediakan untuk menyusun kalimat menjadi sebuah personal letter dengan susunan yang baik dan benar.
- d) Instrument
 Rewrite the following jumbled sentences into a good invitation with your partner.
 1. I'll see you again my friend.
 2. Dear Sam,
 3. Ashley Kalinski
1754nge Street
FULL ARTON SA 5053
 4. Sam, how are you today? I hope you're okay.
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 9. Your Best Friend,
Amy
 10. I hope you will also get a gift you want on your birthday later.
Maybe that's all I can tell you.

1755Kunci Jawaban

Ashley Kalinski
1754 Orange Street
FULL ARTON SA 5053

12 January 2014

Dear Sam,

Sam, how are you today? I hope you're okay.

I want to tell you about my birthday.

At that point I got really good shoes gift from my father. When the evening, I wear shoes and bring sleep. The shoes I wear to the school directly.

Because the shoes are so beautiful, I always want to wear it.

I hope you will also get a gift you want on your birthday later. Maybe that's all I can tell you.

I'll see you again my friend.

Your Best Friend,

Amy

Pedoman Penilaian:

1. Untuk tiap nomor, tiap jawaban benar skor 1
2. Jumlah skor maksimal $10 \times 1 = 10$
3. Nilai maksimal = 10
4. Nilai siswa = jumlah jawaban yang benar.

PROGRAM PENGAYAAN

Mapel : Bahasa Inggris

Kelas / Sem : VIII / Ganjil

Ulangan Harian Ke : 1

Program Pengayaan :

- 1) Bagi peserta didik yang sudah tuntas nilai ulangan hariannya (Nilai 75 atau lebih) diberikan pengayaan
- 2) Bentuk pengayaan disesuaikan dengan materi yang telah disajikan dan berdasarkan ketuntasan siswa sama atau lebih dari KKM
- 3) Peserta didik dinyatakan tuntas dan diberi pengayaan jika nilai ulangannya sesuai batas KKM (75) atau lebih

MATERI PENGAYAAN : (sama dengan materi KD 5.3) tetapi dengan teks yang lain

- 1. Jakarta, 15 June, 2005
- 2. I'd like to thank you for the letter inviting me to see the play next week.
- 3. Dear Risa,
- 4. Now, I'm very busy preparing for my semester test. I hope you will understand.
- 5. As soon as the test is done, I will visit you. Send my best regards to your parents.
- 6. However, I haven't made up my mind about that
- 7. Your sincerely,

Yolanda

- 8. I believe the play will be very interesting because some talented actors and actresses will play in it.
- 9. I'll be happy if you tell me about the play later.
- 10. Risa Sharmanti
Jalan Merak 9, Bandung
Jawa Barat

Kunci Jawaban

Jakarta, 15 June, 2005
Risa Sharmanti
Jalan Merak 9, Bandung
Jawa Barat

Dear Risa,

I'd like to thank you for the letter inviting me to see the play next week. I believe the play will be very interesting because some talented actors and actresses will play in it. However, I haven't made up my mind about that. Now, I'm very busy preparing for my semester test. I hope you will understand. I'll be happy if you tell me about the play later.

As soon as the test is done, I will visit you. Send my best regards to your parents.

Your sincerely,

Yolanda

Pedoman Penilaian:

- 1. Untuk tiap nomor, tiap jawaban benar skor 1
- 2. Jumlah skor maksimal 10x1 = 10
- 3. Nilai maksimal = 10
- 4. Nilai siswa = jumlah jawaban yang benar.

Mengetahui:

Guru Pembimbing

Berbah, 5 September 2016

Mahasiswa PPL Bahasa Inggris

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